

uMap

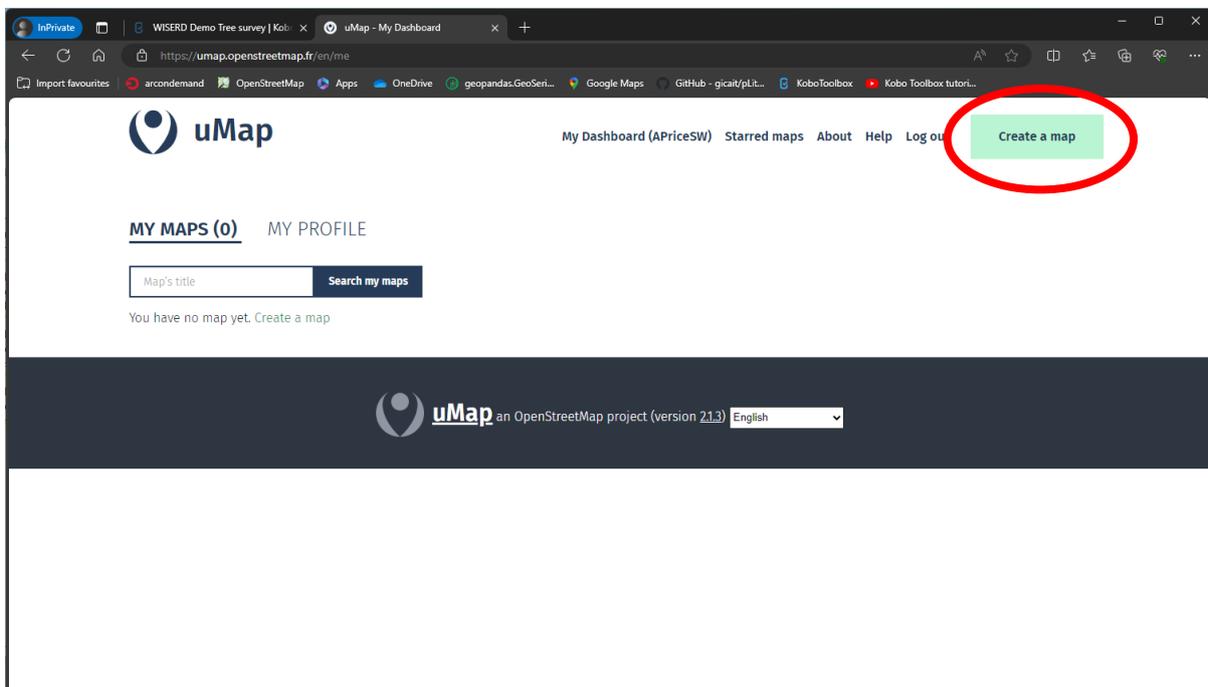
Uploading Map Data (eg from Kobo)

Logging into uMap

Go to <https://umap.openstreetmap.fr/en/> and click **log in / Sign in** at the top of the page.

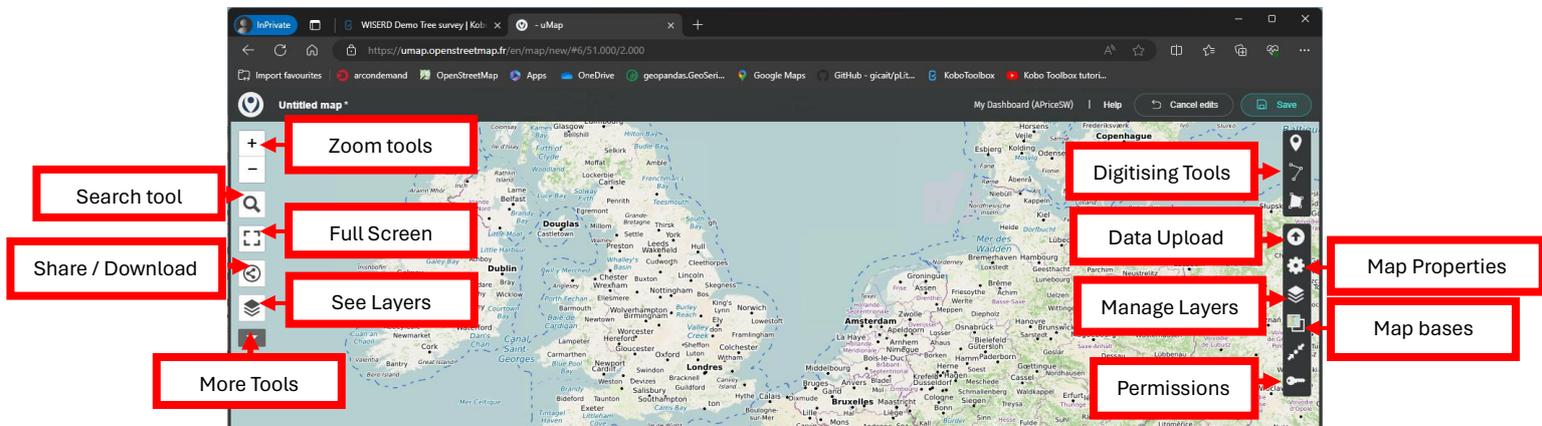
Click on the  icon, which will log you in with OpenStreetMap (OSM). This will take you to the OpenStreetMap page login. Use your OSM login or create a new account by clicking **sign up** in the top right corner. Ideally use the same display name as your KoboToolbox log in name to keep things consistent.

Once logged in you will land on the uMap dashboard.



Click on **Create a map** at the top right-hand side of the page.

You will now be on the uMap mapping interface.

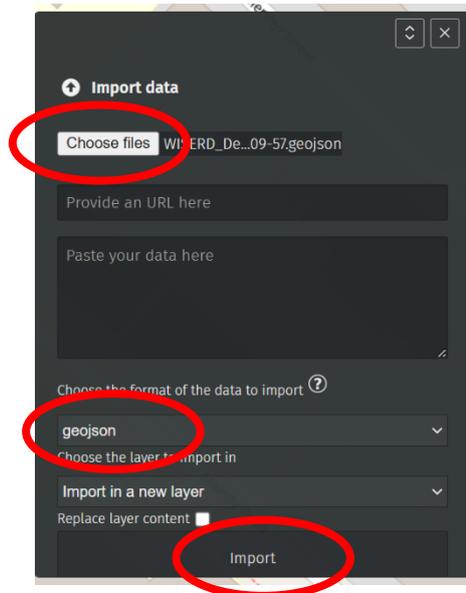


The tools on the left-hand side are map navigation and map display tools. Click on the **More Tools** down arrow to show additional tools including a *measuring distances* tool and a *map centring* tool. It also allows you to select a different map base. It is recommended that you choose **Full Screen** when displaying the additional tools.

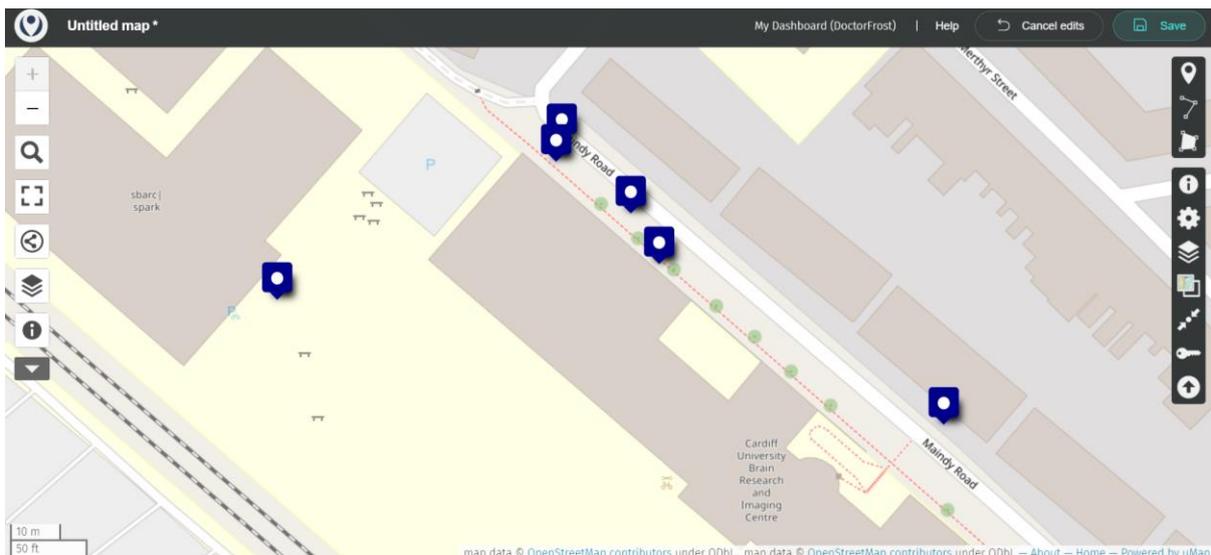
The tools on the right-hand side are map data creation tools, map data upload tools and tools that allow you to change editing permissions and the map base.

Uploading Map Data

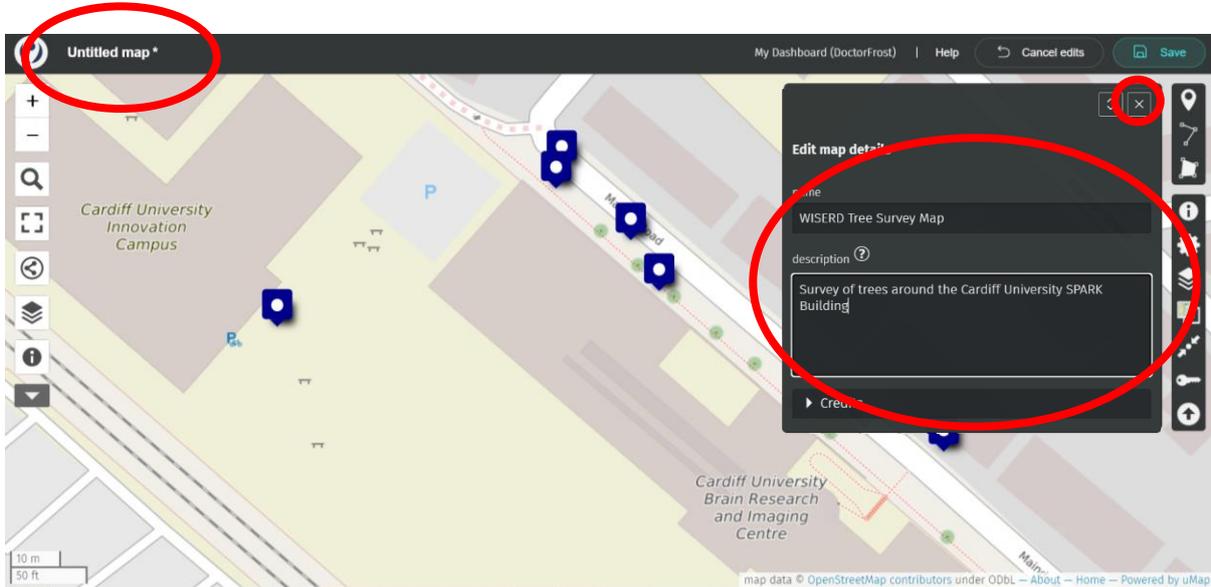
Use the navigation tools to zoom into your area of interest. Click on the  Data Upload icon on the right side of the screen to import your KoboToolbox survey answers. This will bring up a side panel. Click on **Choose Files**.



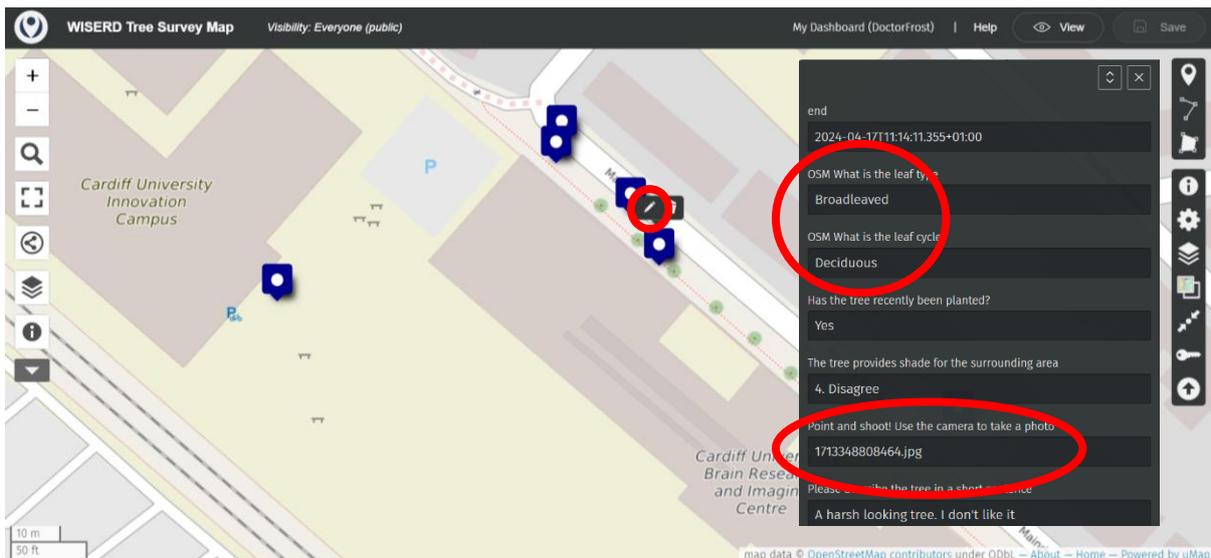
Select the correct file (the file will have a geojson suffix), make sure **geojson** is selected as the data import format and click **Import**. The example above uses the Kobo Tree Survey. This will show the locations of the trees from your survey on the map.



At this point we should save the map. Click on **Untitled map** in the top left-hand corner and complete the sections in the pop-up box. Click on the cross in the top left-hand corner of the pop-up box to close it. Click  to save the map.



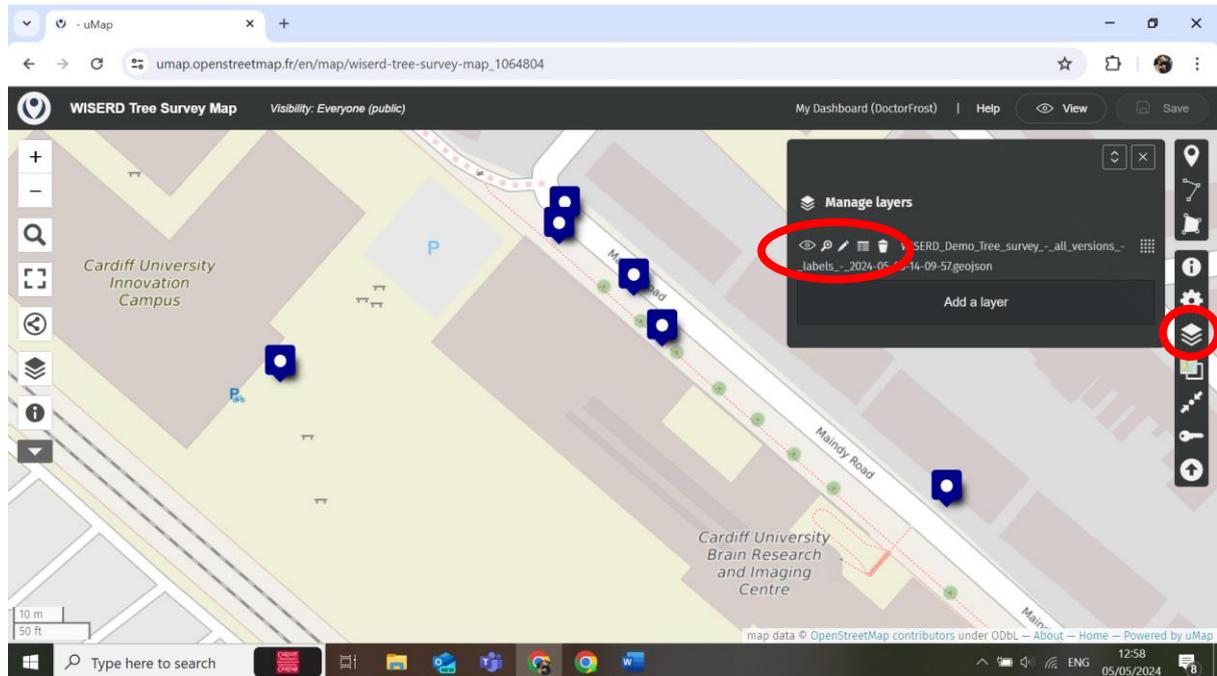
Click on a point symbol. In the tool bar you can Edit  or Delete  the point. Click on Edit. A pop-up box will appear which summarises the tag data for that point. Scroll down the box to see all the data. Any multi-media files (eg photo and sound files) will be displayed by their filenames (eg. 1713348808464.jpg). These files will be stored in a separate zip file. We will deal with these separately.



You can edit the information in the boxes if you wish. Click on the cross in the top left-hand corner of the pop-up box to close it.

Click on the **Manage layers** icon on the left-hand side. The pop-up box will have the map layer. Click on the **View** icon. This allows us to hide the points on the map.

The **Zoom** icon allows us to zoom into the layer if we need to. The **Delete** icon allows us to delete the map layer.

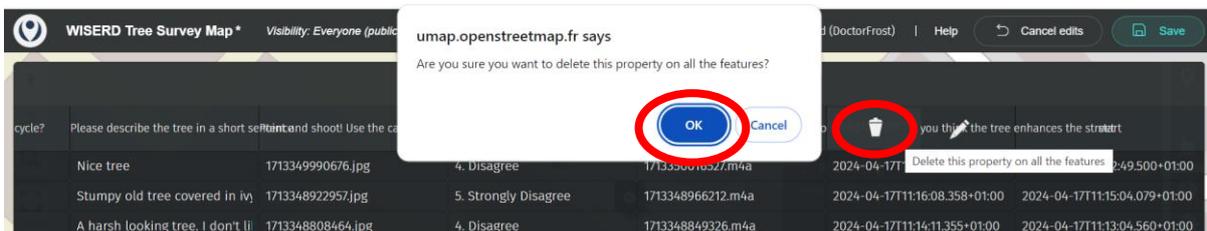


Click on the **Table** icon. This displays the tag information about the points in a table which we can edit.

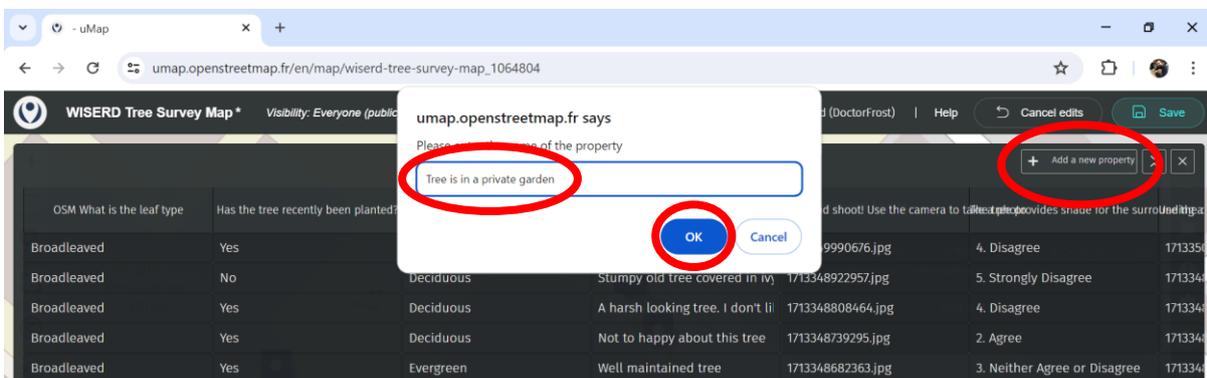
OSM What is the leaf type?	Has the tree recently been planted?		Please describe the tree in a short sentence and shoot! Use the camera to take a photo provides shade for the surrounding area	Rating	Used at
Broadleaved	Yes	Deciduous	Nice tree	4. Disagree	171335...
Broadleaved	No	Deciduous	Stumpy old tree covered in ivy	5. Strongly Disagree	171334...
Broadleaved	Yes	Deciduous	A harsh looking tree. I don't like it	4. Disagree	171334...
Broadleaved	Yes	Deciduous	Not too happy about this tree	2. Agree	171334...
Broadleaved	Yes	Evergreen	Well maintained	3. Neither Agree or Disagree	171334...
Broadleaved	Yes	Deciduous	Well maintained	3. Neither Agree or Disagree	171334...

The rows of the tables are the individual points (in this case the trees) and the columns are individual questions asked in the survey (e.g. What is the leaf type, which is an OpenStreetMap compliant question). We can edit the information in each cell in the table if we wish by clicking on it (e.g. to correct spelling mistakes, or in appropriate

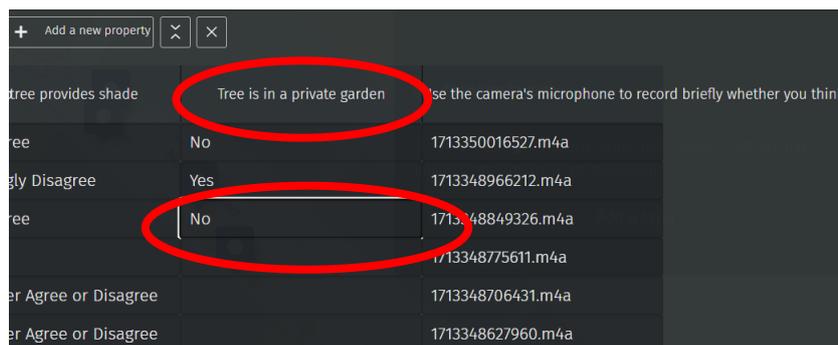
language). Clicking on the column label allows us to **Delete**  the column or **Edit**  the label title in a pop-up box. We will delete some of the columns we don't need to tidy up the table (all the data will still remain in the original geojson file on your device). Click on the “End” column (the label may be obscured by neighbouring labels, but it's the column with the dates and times that the survey was completed) and click **Delete**. It will prompt you whether you want to delete the column – click **OK**. The column will be deleted. Do the same for the adjacent ‘Start’ column.

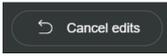


We can also add a new column of data (new tag information). Click on the “**Add a new property**” button in the top-right corner and enter the new column label in the pop-up box (e.g. *Tree is in a private garden*) to differentiate between trees growing in front gardens compared to trees planted within the pavement area of the street. Click **OK**.

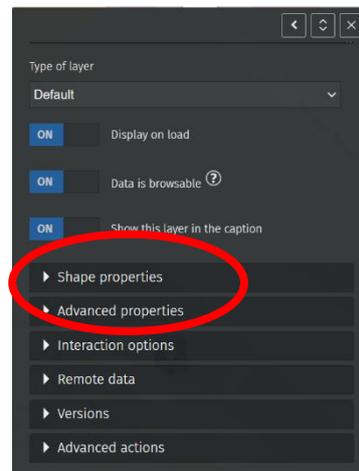
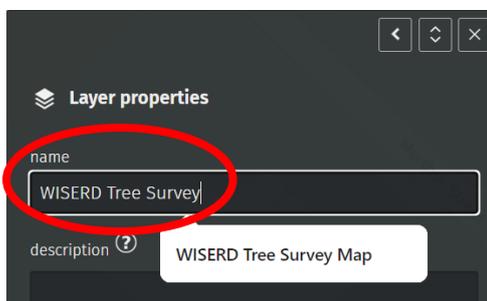


This adds a new column to the table. We can enter text into each cell – eg **Yes** or **No**.

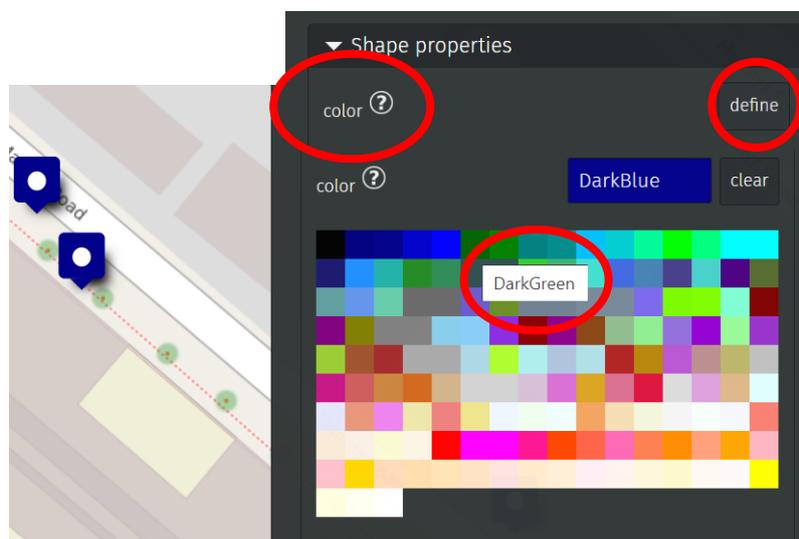


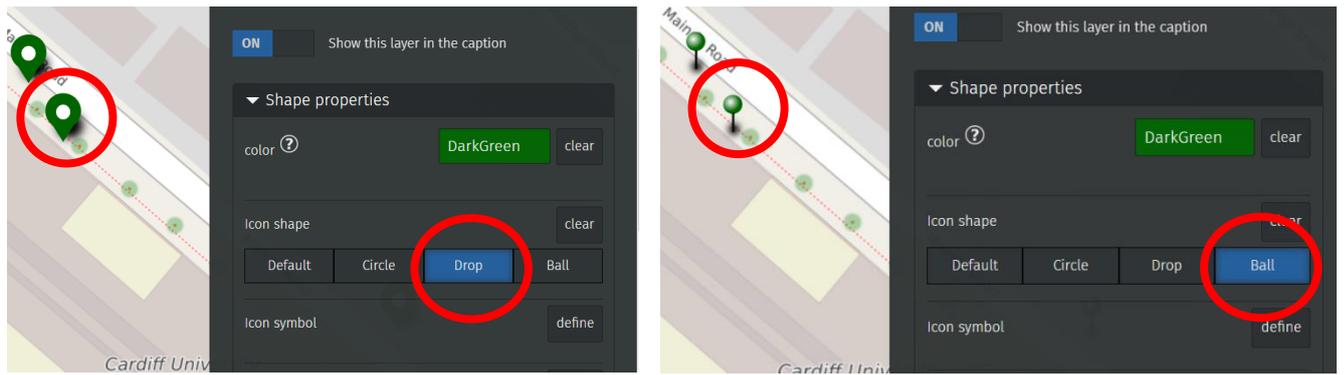
We can **Cancel edits** by clicking on the button in the top menu bar , or we can **Save**  the edits. Click on the cross in the top left-hand corner to close the table.

In the **Manage layers** box, click on the Edit  icon. This allows us to change the properties of the map layer. First change the name of the map layer to something more sensible in the **name** box (it currently has the Kobo geojson export file name) e.g. *WISERD Tree Survey*. Scroll down to display the other options.



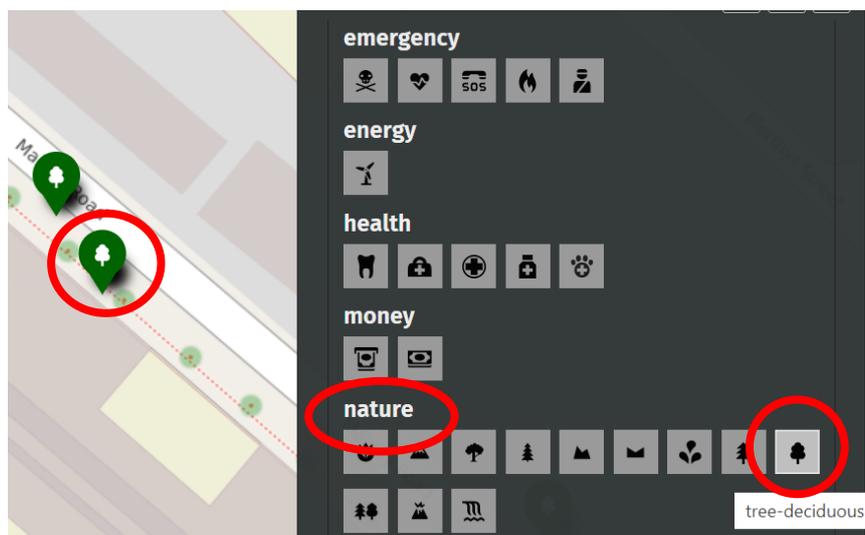
Click on **Shape properties**. This allows us to change the look of the symbols on the map. To change the symbol colour from Dark Blue, click the **define** button next to **color** and select **Dark Green** from the colour palette.



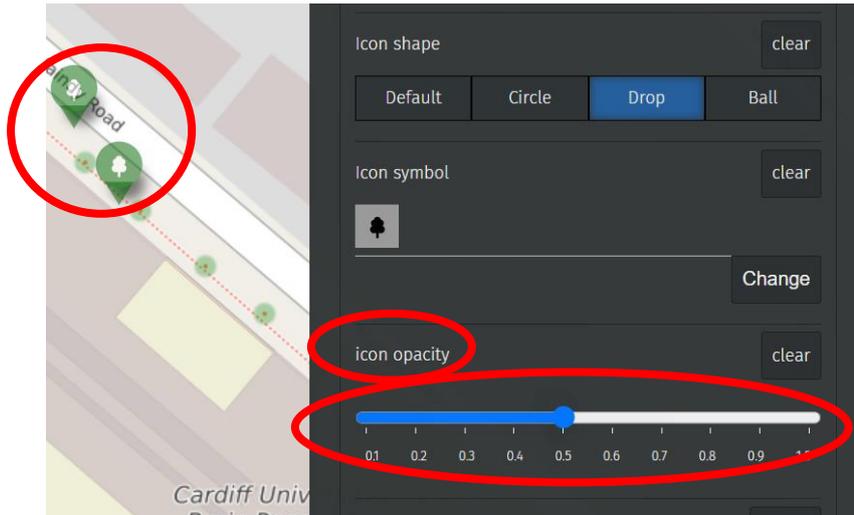


Click on the **Icon shape define** button to change the shape of the symbol. The **Default** symbol is the box with a point in the original map. The **Circle** symbol is a dot. The **Drop** symbol is a circle with a point. The **Ball** symbol is a pin. Select the **Drop** symbol.

Click on the **Icon symbol define** button to select a specialist map symbol from a list. The list is divided into categories – scroll to the **nature** category and select the **tree – deciduous** symbol (as all are trees are deciduous) **NB. We can only select a specialist map symbol for icon shapes that are Default or Drop, not Circle or Ball.**

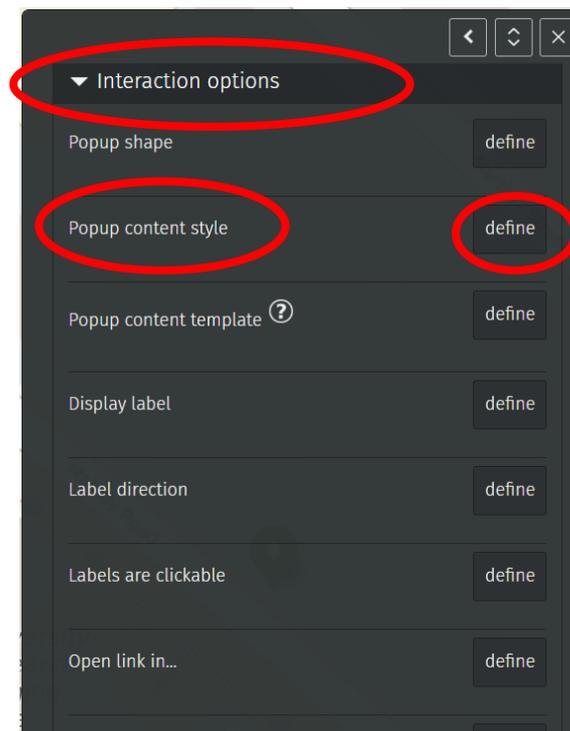


Click on **Icon opacity define** button to change the transparency of the symbol. Use the slide bar to move between almost invisible (0.1) to fully transparent (1.0).

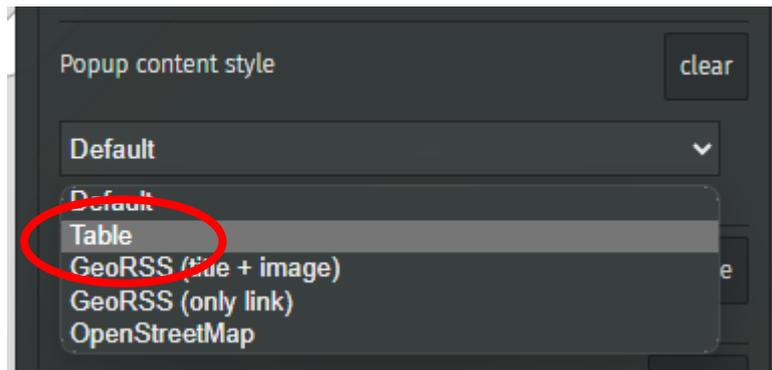


The remaining buttons are for changing line and area symbols and hence will not be covered here.

Click on **Interaction options** from the list of options in the **Manage layers** box. This controls how tag information is displayed on the map.



Next to **Popup content style** click on the **define** button and select **Table** from the dropdown menu. This will display all the data in the tag table as a pop-up on the map when you click on a symbol.

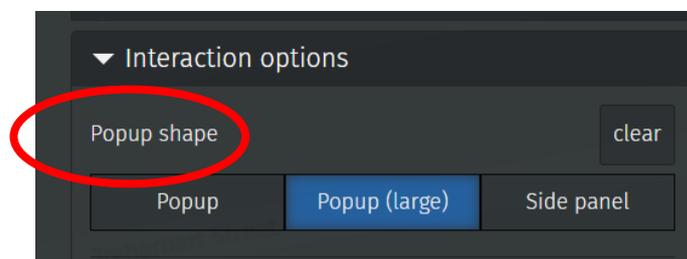
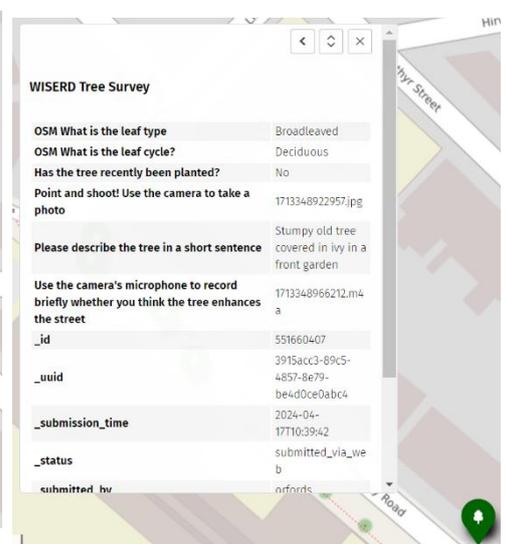
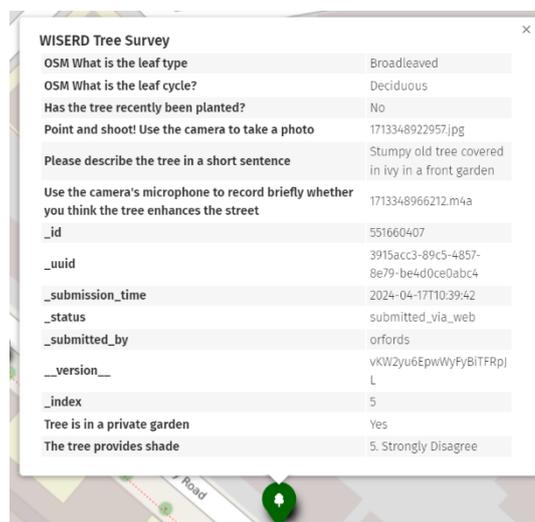
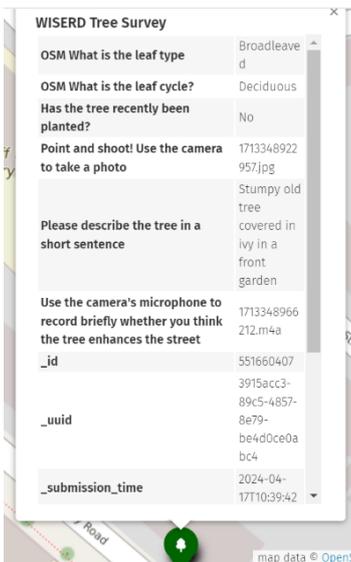


There are three ways to display the pop-up tag table: above the symbol in the default size pop-up; above the symbol in a large size pop-up; and in a pop-up side panel to the left-hand of the map.

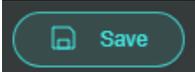
Default size pop-up

Large size pop-up

Side panel pop-up

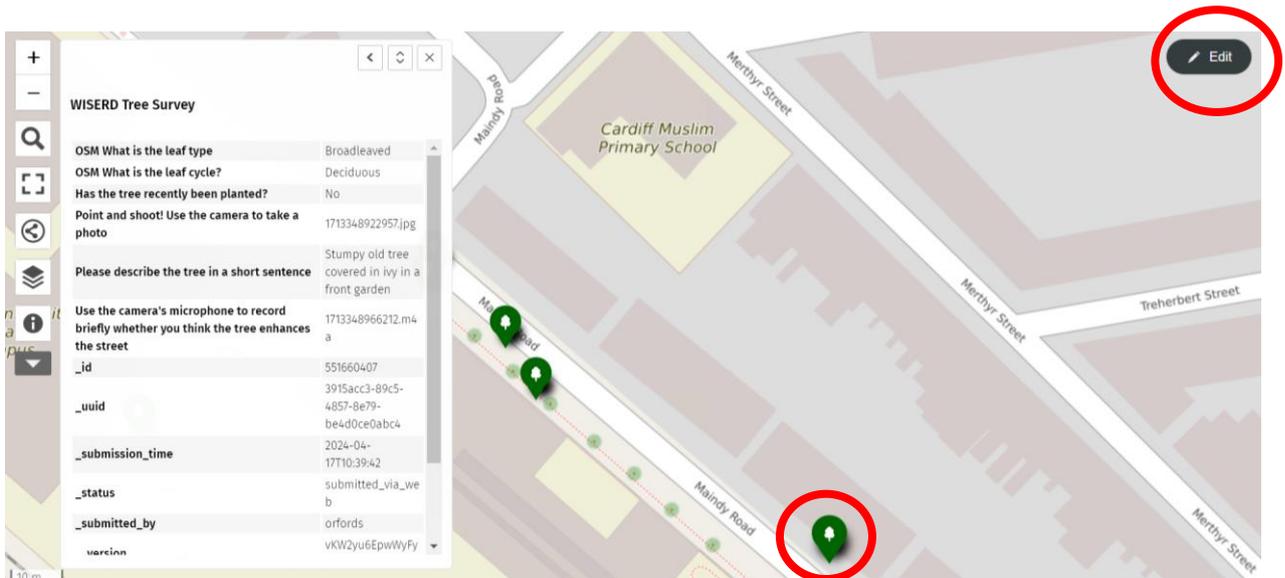


To choose which pop-up you want, click of the **Popup shape define** button and select the pop-up size – **Popup** is the default size. As the text in our table is long, select **Popup (large)** or **Side panel** as the optimal size.

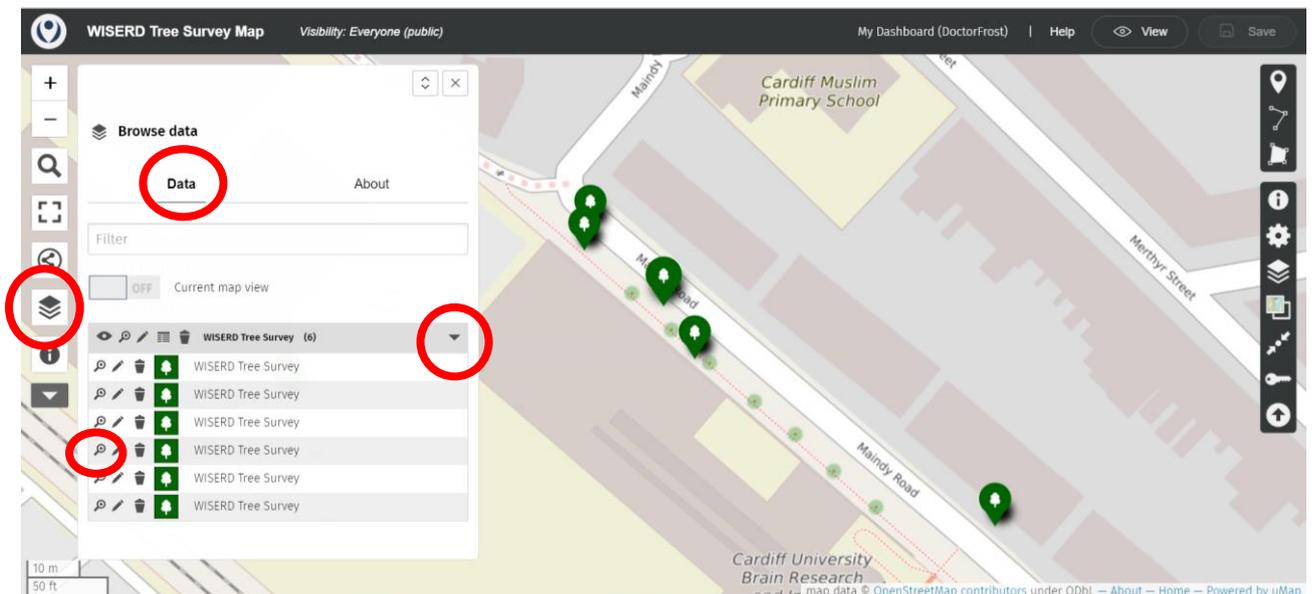
Once you have selected your **Interaction options**, click on  in the top

right-hand corner to save your choices. Then click on  in the top right-hand

corner. Click on any of the tree symbols. The pop-up tag information window will appear depending on which **Popup shape** you selected – the example below shows **Side panel**. Click on **Edit** in the top right-hand corner to return to the map tools display.



Click on the **See layers** button on the left-hand side. This brings up a **Browse data** Legend panel. Make sure **Data** is selected. It shows the *WISERD Tree Survey* layer with the six tree points (make sure that the arrow at the end of the layer title row is pointing down to show this information)

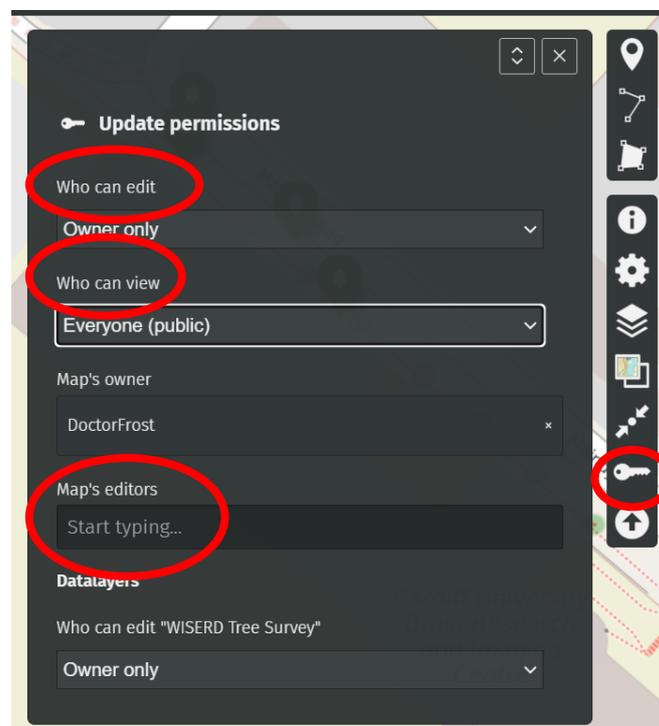




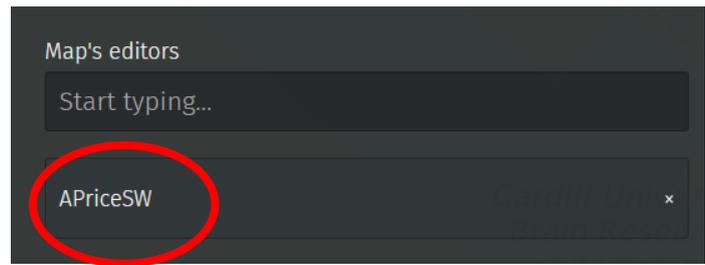
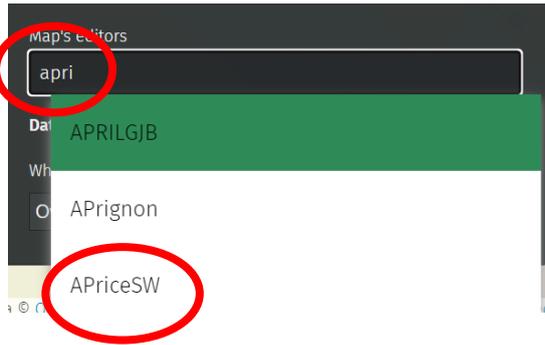
The five icons from the **Manage layers** box are available and perform the same functions (e.g. hide and display the points on the map; display the tag information table etc).



If you click on **Zoom** icon next to one of the six points in the legend, the map will centre the point symbol and display the tag information pop-up for that point.



Click on the **Update permissions and editors** button on the right-hand side. This allows you to control who can edit the map and who can see the map. You can change **Who can edit** the map from **Owner** only to **Everyone** or **Editors only**. It is best to only allow the Owner or Editors only to be able to edit the map. You can change **Who can view** the map from **Everyone (public)** to **Anyone with a link** or **Editors only**. You may only want the Editors to see the map while it is being created. Once it has been finished you can decide whether Everyone (public) or Anyone with a link can view it. You can also control who can edit individual layers (eg the *WISERD Tree Survey*). If you want to assign editors, you can type their uMap usernames into the **Map's editors** box.

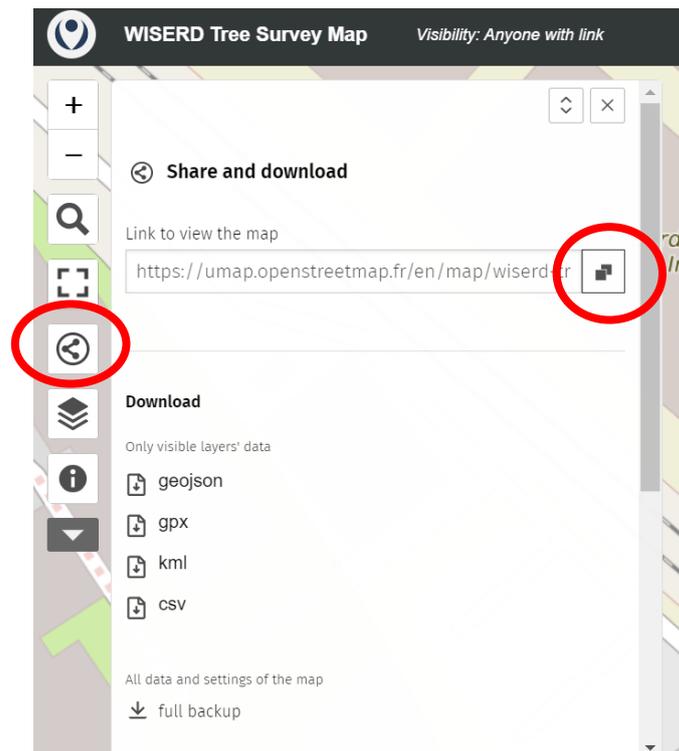


As you type in usernames, registered usernames will appear. Select the correct one from the list which will then appear underneath the **Start typing...** box. You can add as many editors as you wish.



Click on **Save** in the top right-hand corner to save your choices.

To share a link of the map, click on the **Share and download** button on the left-hand side.



Click on the **Link to view the map Copy** icon to copy the map URL. Share the URL to share the map.