



Creating a New WildMap

On a desktop/laptop, go to www.wildknowledge.co.uk enter your login details and go to **WildMap**

Select the **Create** tab to begin a simple 3-step process:

1) **Description** - complete the basic information about your map:

- Provide a map name (e.g. 'Springfield Park')
- **Browse** to your map. It must be in a .jpg format. Check the size and dimensions of your map jpg - it should be no bigger than ~1MB. The map must be to scale but accurate hand drawn maps might suffice.
- Make sure your map is linked to a WildForm (this is set by default to 'Personal Interest Point - PIP')
- If you wish, you can enter some descriptive text (**Description**) and a **Cover Image** to represent your WildMap within your web account. You can also include an introductory audio clip (**Intro audio**). For the purposes of potentially sharing your map with the WildKnowledge community, you can identify which age groups/topic areas the map is intended for
- **Save**

2) **Geo-reference** - click **geo-reference the map** - two windows will appear, the left window shows your map image, the right shows Google Maps.

- Locate the region of interest on the Google Maps window, if you know the name / postcode of the location, this can be typed in the **Search** bar. You can also toggle between Satellite and Map imagery to help you locate the same region in each window

- Once you have located a common point in both windows (e.g. a crossroads), create a reference point by clicking on your map image on the left. A red marker will appear at that point and another will appear on the Google Maps window
- Drag each red marker to exactly the same location on each map
- Find a second common point on your image and Google Maps and click to create a second (blue) reference point in each window. Drag to the correct positions. **Note: the geo-referencing tool works best if you locate markers in opposite corners**
- Once you have a close fit the lat/long readings will appear beneath your map in the top left, bottom right fields.
- You can tweak the map by adjusting the markers - you can also hide/reshow the overlay by clicking on the hide option.
- Once you have geo-referenced your map accurately, select **Save**.

3) **Designated Interest Points (DIPs)** - To create an interest point on the map, click on the link and three new tabs will appear:

- **Core Info** - allows you to give the **DIP** a Caption (name), an **Icon** (click on the green circle and choose from the gallery) and some descriptive text (**Description**) about the location/object in question. The position field is completed by clicking on the relevant point in the map.
- **Media** - enables you to attach multimedia information to the DIP such as audio (.wav files) and video clips (.mpg files). You can also link to web pages by typing in the URL and link to more than one image by adding additional images (.jpg files) in the Slides option **N.B. if you wish to use your map 'offline' (i.e. away from an internet connection) pay attention to the size of the files you are attaching e.g. attaching numerous large (>1MB) videos will require longer download times and enough free memory on your devices hard drive.**
- **Question** - if you wish to set a multi-choice quiz, type in a question and provide a number of answers - tick the correct answer.

Add as many DIPs as required by choosing **Save and add**. You can also alter the information by selecting **Save and edit**, in this screen you can change the position of your DIPs by dragging them around. When you are finished, press **Save** to return to the My Maps page. Here you can view the map in its entirety or share with others. **When you are satisfied the map is finished (you will probably want to test it on your mobile device first - see below), go to the My Maps page, click on the name of the map and choose the Share option. Tick the Publish option at the top of the page. This will enable non-admin users to download the map and upload data from it.**

Using WildMap on a mobile device

Setting up your device for WildKnowledge applications

WildMap currently works with a number of mobile web browsers, including Internet Explorer, but if you wish to use our offline functionality (see below) or GPS, we recommend you use Opera Mobile 9.5 beta - available at <http://www.opera.com/mobile/download/> - choose the Gears-enabled option


- Open the browser on your mobile device and visit <http://m.wildknowledge.co.uk>
- Login with your WildKnowledge username/password
- You will be prompted to allow 'Gears' on your device, this provides local storage (allowing offline work) and also allows the web app to talk to a GPS. Click on the Gears link and follow the instructions for loading
- After installing Gears, click on the **Create shortcut?** prompt (this will create a 'WildKnowledge Mobile' icon in your Programs list and will save you retyping the url)

If you have included video or audio files in your map, users currently have to choose the 'download and play' option using their device media player (we recommend TCPMP). **Note: Media players need to be setup to play the relevant file types (e.g. .wav, .wmv, .flv) and can also be set to play and close automatically.** WildMap will soon convert media to flash format which will play videos and sounds automatically without the need for downloading.

Working Online - Devices with mobile internet connection

If you have a good mobile internet connection in the area in which you will be working (e.g. wireless, 3G, HSDPA or EDGE), you can use WildMap online. To work in the online mode, you must make sure:

a) your device is connected to the internet at all times

b) the 'offline' mode is inactive - this is indicated by a red cross  on the home page and next to the map/s you are using (see below)

- Open 'WildKnowledge Mobile' from your Programs list - this fires-up the Opera browser (installation instructions above) and takes you automatically to the m.wildknowledge.co.uk site.
- Login if necessary
- To open a map on your mobile device, click on the WildMap icon, this will show all maps in your account along the number of records for each map
- Select the map of interest by clicking on the relevant title/image. This opens the introductory screen which may contain background text, image and audio. **Note: only administrators will be able to view unpublished maps**
- Press **Start** to open the map.
- If your device is GPS-enabled, your location will be displayed as a green circle (may take a few moments to appear the first time). If no fix is achieved, ensure that the proper settings have been established for the GPS. Your current location in latitude/longitude is shown in the bottom left
- When a GPS 'fix' is obtained a stopwatch icon appears next to the latitude / longitude reading at the bottom of the screen. Clicking this enables you to start/stop recording a track of where you walk.
- Zoom in/out of the map using the +/- buttons or pan using the arrows.

As you walk, the map will 'follow', enabling you to approach DIPs. To access the associated information, press the stylus on the DIP marker and either scroll down or select from the list of six icons along the top of the screen:

- **Image**- press to view images
- **Video**- press to play video clips (requires media player - see below)
- **Audio**- press to hear audio clips / commentary (requires media player - see below)
- **Quiz**- press to answer a multiple choice question

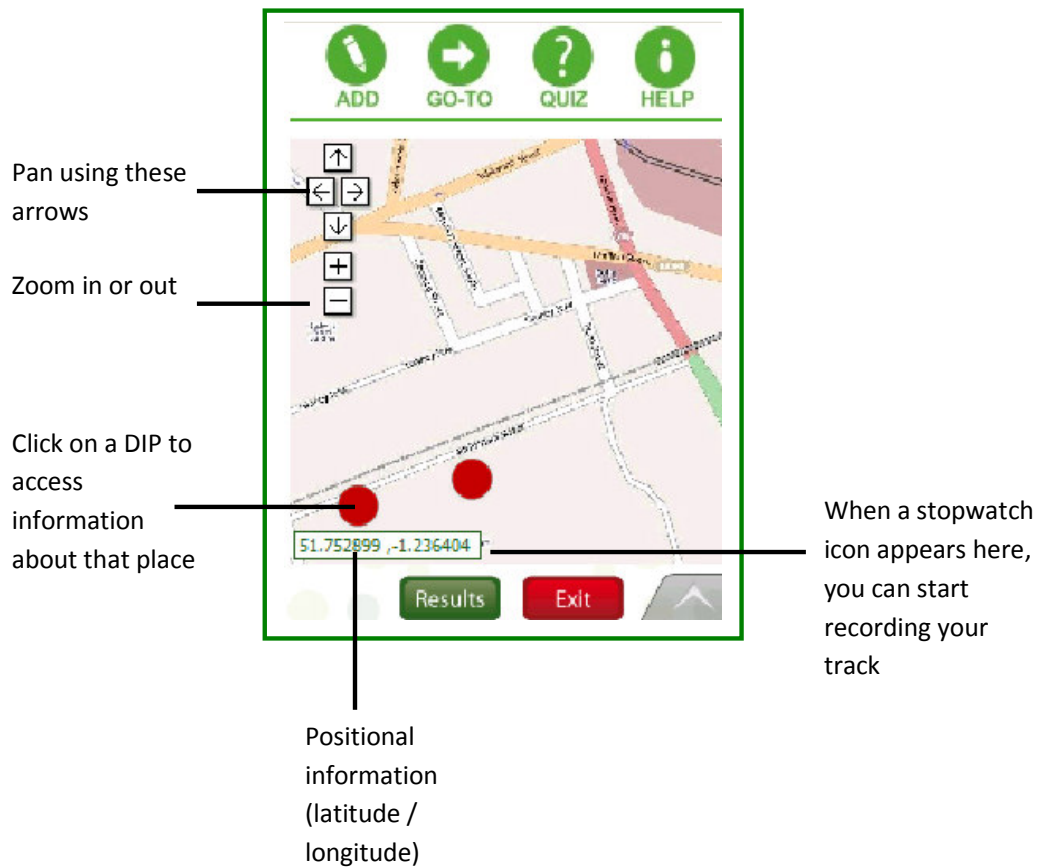
- **Web page** - links to relevant web pages for additional info
- **WildForm**- links to a form

When you have finished accessing DIP information, press the **Map** button to return to the map.

Users can also undertake the following activities by using the four icons along the top of the map (see below).

- **Add** - enables users to create their own content for a specific location by opening a WildForm (the default form is the Personal Interest Point (PIP) but this can be changed when creating the map)
- **Go-To** - provides a drop down list of DIPS, select the relevant DIP to reveal its location.
- **Quiz** - shows how many quiz questions you have answered correctly
- **Help** - provides some elementary advice on how to use WildMap

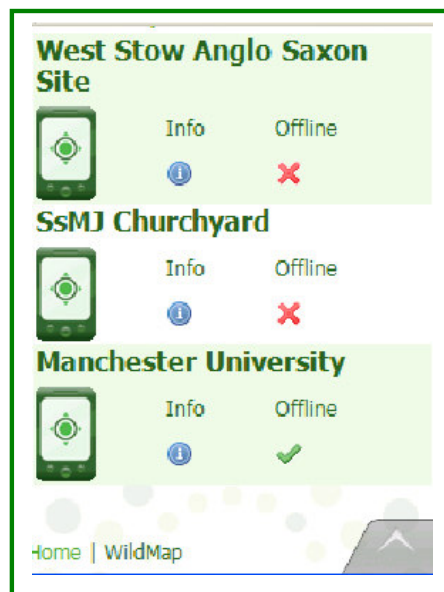
There is a **Results** button for displaying records (this will show you all the results in the database because you are online. You can edit the record if necessary.



Working Offline - PDAs / Mobile Phones with no mobile internet

If you do not have mobile internet on your device or do not have a suitable internet tariff (e.g. you only have a small data allowance), or you will be working out-of-range of a fast internet connection, you can use WildMap offline by caching the contents to your device.

- Get your device online - sync it to a broadband-enabled desktop / laptop with a cable or log it on to your WiFi (wireless network)
- Open WildKnowledge Mobile on your device from your Programs list
- Click on **Offline** (the cross **X** changes to a tick **✓**) - this enables the offline option.
You will need to wait whilst the basic information required for offline use is downloaded.
- Once the 'basestore' files have downloaded, click on the WildMap icon and click on the cross to locally store the map you wish to use. (e.g. in this example the 'Manchester University' map has been stored locally).



If the download process is interrupted, click on the cross to resume download. If your device runs out of memory (you will see a warning message), exit the browser and return to the maps to continue downloading. **Note: unpublished maps do not appear when viewing maps in the offline mode as they can easily become out of date with the version within the portal - see above for details of how to publish maps. Once your map is published, click 'Reload (requires a connection)' and the map will appear.**

- Once download is complete, disconnect your device and use offline. Do not logout as this will deactivate the offline mode - and you will have to get online again to log back in. *Note: Although logging out deactivates the offline mode, it does not delete any keys or results stored on the device, these can be accessed by re-ticking the offline mode*

The offline mode now works exactly in the same manner as explained in 'Working online' (above), with the exception that only records saved can be viewed as you are working offline. View records by clicking in the **Results** button - they can be edited or deleted.

Upload your records when an internet connection is available.

If you wish to clear a map from your offline storage you can either click on the relevant tick for the map or alternatively log out of the portal and select **yes** to clear the cache.

Using WildMap on a desktop / laptop / netbook / UMPC

N.B. WildMap uses integrated GPS to show the exact position of the user on the map. If your computer does not have integrated GPS, the map will not show your position.

Working online - using WildMap on a computer with constant internet connection

If you have an internet connection area in which you will be working, you can use WildMap online.

- On your computer, go to www.wildknowledge.co.uk and login
- Click 'WildMap' and click on the name of the map you wish to use
- Choose the 'Use' option. This will take you to a page where you have a choice of how to a) view the map - either in 'handheld view' or 'desktop view' b) use the map - either in 'demo mode' or 'live mode'. To use the map and save the records to the database you can choose either view but you must choose the 'live mode'.
- From here, use the map as described on page 4 and 5 (above) and see the section 'My Maps - Maintaining Records and Maps' below for details on viewing and editing your records.

Working offline - using WildMap on a computer away from an internet connection

If you are working out-of-range of an internet connection (e.g. using an unconnected netbook in the middle of a field!), you can use WildMap offline, however, you do initially have to be connected to the internet to cache the contents to your computer. Here's how to get set-up:

- Get your computer online (via broadband cable, wireless etc), go to m.wildknowledge.co.uk and login
- Follow the instructions as outlined in page 6 (above) 'Working offline - Mobile devices with no mobile internet connection' from the bullet point number 3 'Click on **Offline** (the cross **X** changes to a tick **✓**)'...

My Maps - Maintaining Records and Maps

The **My Maps** area allows you to **maintain, edit and share** your maps and records. To view your maps click on the **My Maps** tab.

Maintaining and Sharing Records

To view your uploaded records, click on the number of records for the relevant map. This will open a report of your data that administrators can **edit, delete or share**:

- **Editing and deleting records** - data can be edited either individually (by clicking on the pencil icon in the relevant row) or by selecting multiple records and choosing **Edit** from the bottom of the report. Similarly you can delete records by clicking on the delete icon with one or multiple records being selected.
- **Sharing records** - after tidying your records you may wish to share records with the WildKnowledge Community. In order to do this, administrators must verify that the records are complete / suitable for sharing. Records can either be shared / verified by clicking on the 'globe' icon with one or multiple records being selected. Records can be verified by clicking on the verified box. Access to your records by others is, by default, governed by the general 'sharing settings' you created when setting up your account. However, these can be altered for individual/multiple records.

Records can also be **sorted, searched, mapped and exported** by any user:

- **Sorting records** - data can be sorted in ascending/descending order by clicking on any of the headings (when, where etc).
- **Searching records** - data can be searched according to the results that have been provided for each of the field types e.g. you could search by user name, date, etc. Search results can be saved and given a name by completing the **Save this search** box found below the search criteria. These can then be loaded by clicking on the **Report** button and loading the appropriate search results.
- **Mapping records** - users can plot their data directly into Google Maps.
- **Exporting records** -if you wish to carry out further visualisations or analysis, data is exportable to spreadsheet programs such as Excel by using the CSV Export option and then downloading to a desktop.

Editing and Sharing Maps

Having tested your map you may need to make a few adjustments, this can be done by selecting the title of the relevant map in the **My Maps** page. Clicking on **Edit** will allow you to continue adapting the map.

If you must have published the map (see below) you will need to **Copy** and rename it to continue editing.

Once you are satisfied that the map is completed you will need to **Publish** the map to be able to distribute to your account users and also any selected groups within the community. Select the relevant map on the **My Maps** page and then click on the **Share** tab. Tick the **Publish** option and select the groups whom you wish to allow access to your map when they search the Community. ***Note: Once published, account users / members of the community can access your map so no further editing is permitted. If you (or someone else in the Community) wishes to alter the map they must select Copy and rename the map before alterations are permitted.***

To search for maps in the Community, click on the Community tab, the opening page reveals the most popular maps based on the number of accounts that are sharing the map. You can select these or search the Community using **Age**, **Subject** or **Keyword** search. Having found maps that may be of interest you can view and simulate using the map, administrators can then select **Add to my account** to distribute to their users.