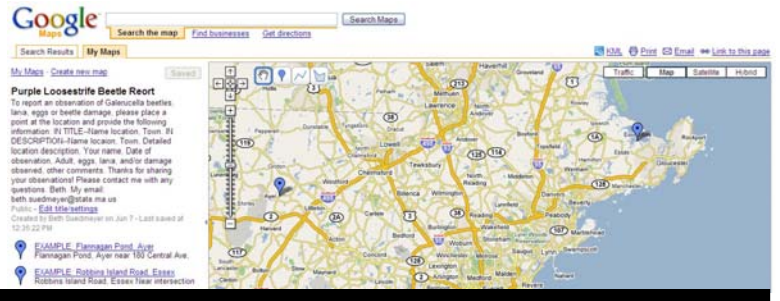


Wetlands Restoration Program Purple Loosestrife Biocontrol Project Beetle Observations Reporting Procedure

Contact: Georgeann.keer@state.ma.us



INSTRUCTIONS

Register

Before you enter an observation record, send Beth an email with your contact information.

Login

Go to <http://maps.google.com/>

In the upper right hand corner click [Sign In](#).

To sign into Google Maps use the project email and password.


Email: beetlereport@gmail.com

Password: PLbeetle

Click the [My Maps](#) tab in the upper left side of page. Under My Maps in the Left-hand content table click [Purple Loosestrife Beetle Report](#)

Zoom and navigate to the report location for your observation. Use the map control tools in the upper right hand of the map.*

Place a report location marker on the map

When you have found the exact location associated with the observation report, click **Edit Button**. Then with the marker button enabled, click the marker  in the upper left corner of map area.

Place the marker at the observation location on the map and fill in the **Title** and **Description** fields (see example).

For the **Title** indicate a location name, town.

For the **Description** indicate the following:

- Location name and town
- Location description (with more detail if possible)
- Your name
- Date of Observation
- Your observation—adults, larva, eggs, &/or damage
- Any other comments.

Hit **OK**.

That's all--you've successfully added a record! Your marker and information will be added to the map and table of contents to the left. You may review it and edit it if necessary. You may then add another observation marker repeating the previous step or sign out (upper right hand corner).

Example:

Title: Flannagan Pond, Ayer

Description: Flannagan Pond, Ayer near 180 Central Ave, Ayer
Beth Suedmeyer
6/6/07
Adult beetles

Buttons: Delete, Cancel, OK

Other helpful hints

Browsing map and observation records

Feel free to browse the other observation entries that have been made, however, please do not edit or delete any entries (other than ones you have created if there is a mistake). Please be careful not to change information, as it is not auto-saved. I'll periodically back-up the information, but there is a risk of losing content if changes are made. There will be a warning message before anything is deleted. Do not hit **OK** unless you really want to delete a record.

How to search for a location

You may type in an address, town or location name in the search bar at the top of the page. The map will auto-zoom to the location if it understands your request, otherwise, search results will show up in the table to the left of the map. Click on an item in the table to direct the map to zoom to that location. After you have done a search, you may place an observation marker on the map. Follow the same directions above.

To clear search results, click [clear search results](#) when the search results tab is selected.

*Map navigation

See this website for information on help with Google Map navigation -

<http://maps.google.com/support/bin/answer.py?answer=68259>

Project website: http://www.mass.gov/czm/wrp/projects_pages/loosestrife.htm

Thanks for participating in the beetle monitoring project!

Contact me with any questions! Georgeann.keer@state.ma.us