

## California King Tides Project Photo Upload Form Instructions:

(Some coastal areas in California may be out of service range. If you think you may be out of service range or cannot use data on your phone, you can still participate in the King Tides Survey the using the Survey123 app. Instructions below.)

- 1) Download the Survey123 app from the app store (from either Android or iPhone) and then exit the app.



- 2) Go to the King Tides Photo Upload form:

<https://survey123.arcgis.com/share/046c76a1ffa14902bb8ab2d6bb874456?open=menu>

- 3) **Select Open in Survey 123 Field app.** (If you are in a service area and prefer to use a web browser, select Open in browser. **Be sure to have location services ON for your camera when you take your photo!** This is the default setting, but you can check on an iPhone by going to *Settings > Privacy > Location Services > Camera*. For Android, go to *Settings > Location*.)



- 4) **IMPORTANT:** Before the app launches it will ask you to **Allow Survey123 to access your location**, select **Allow**.



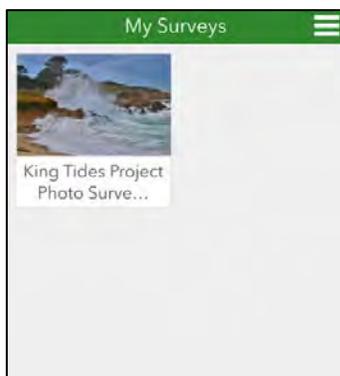
- 5) You will automatically be launched into the California King Tides Project form.
- 6) After you've launched the form the first time, you'll be able to access it by simply opening the app on your phone.
- 7) Upload your King Tides photo and complete the form by tapping the checkmark icon at the bottom of the screen. The app will tag each photo with its geographic location. Repeat the form for each photo you want to upload.

**IF OFFLINE:**

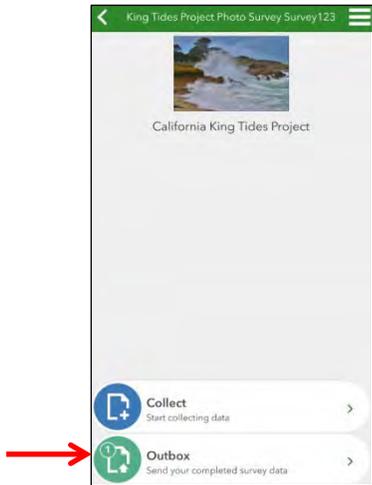
- 1) While online, follow steps #1 through #4 above. Once you've done that, you'll be able to open the King Tides Project form in the Survey123 app even when offline.
- 2) **While at your King Tides location**, submit a form for each photo you want to upload. (Tap the checkmark icon at the bottom of the screen to submit.) The app will tag each photo with its geographic location. Your form will be saved in the app in your outbox and you will see the notification below. **Select Ok**



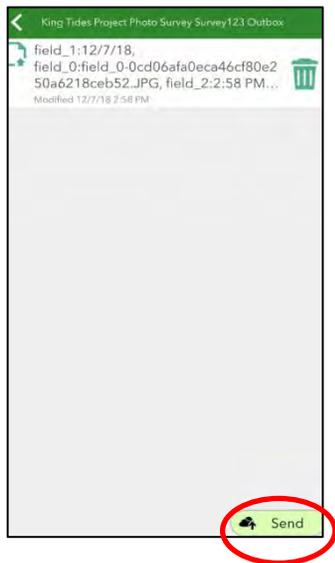
- 3) When you are back in service range or on WiFi, go back into the Survey123 app on your phone
- 4) **Select** the King Tides Project Survey under “My Surveys”



5) **Select Outbox**



6) **Select Send**



6) If you would like to participate in the survey again, Select Collect.

